

Risk Assessment Form Version:

For further info on risk assessment see: BHCC Risk Assessment Guidance

To calculate Risk Rating (R): assess the likelihood (L) of an accident occurring against the **most likely** impact (I) the accident might have, taking into account

Task / Activity Covered by the assessment	Beach (non-water) - generic RA for local adaptation. Risk ratings, hazards and controls are only an indication and should be localised.			Likelihood (L)	X	Impact (I)	
Workplace				Almost Impossible	1	Insignificant (minor injury, no time off)	
Date of Assessment	January 2023	Review Frequency	January 2024	Unlikely	2	Minor (non-permanent injury, up to 7 days off)	
Person Completing		Manager/ Head teacher		Possible	3	Moderate ((injury causing more than 7 days off)	
Staff involved in assessment				Likely	4	Major ((death or serious injury)	
				Almost Certain	5	Catastrophic (multiple deaths)	
				Low =1-3	Moderate = 4-7	Significant = 8-14	High = 15-25

What are the significant, foreseeable, hazards? (the dangers that can cause harm)	Who is at Risk?	Current control measures (What is already in place/done)	Risk Rating			What additional controls can be put in place to reduce the risk further?	Revised Risk Rating			Sign as done
			L	I	R		L	I	R	

1.	Water, high tides and drowning	Pupils, staff	<ul style="list-style-type: none"> • Pupils to stay within a zoned area on beach, and given clear advice on safety/behaviour. • Supervising staff to station themselves between pupils and water's edge. • Pre visit to assess and address risks, with advice from life guards, coast guards, seafront office etc. if necessary. • Take seafront office, coastguard contact numbers in case of emergency/advice. • Weather forecasts obtained and staff to make (ongoing) decision as to whether or not to proceed or adapt activity, and have a risk assessed plan B if needed. • Time arranged to suit tides and visit to be completed well before any risk of being cut off. • Paddling not allowed unless organised in advanced and parental consent obtained. • Provision of rescue equipment e.g. throw rope. • If possible, choose section of beach with or near lifeguard. • Appropriate provision of first aid (see below. • Have designated markers to signify boundaries. 							
2.	Toxic/hazardous waste/hazardous objects e.g. broken glass, needles, animal waste, BBQ waste	Pupils, staff	<ul style="list-style-type: none"> • Pupils briefed not to touch any unnatural items and to alert adults to them. • Visual check of designated beach area by staff before allowing pupils onto the beach. Significant hazards to be reported to Seafront Office (number to be retained), and alternative area of beach sought if necessary. • Pupils to keep shoes on. • Appropriate provision of first aid. 							

3.	Lack of appropriate first aid provision (injury or medical emergency)	Pupils, staff	<ul style="list-style-type: none"> • Trained first aider(s) present, including additional paediatric first aider where group age range includes birth to five years. Ideally, an outdoor first aid qualification to be held which addresses emergencies in remote areas. • Proximity to lifeguard (first aid trained) and local A&E department. • Access to first aid kit, details of pre-existing medical conditions/allergies, individual care plans etc held for pupils and supervising adults, and prescribed emergency medication (with staff trained to administer e.g. Epi-pens). • Supervision/first aid ratios planned to take account of emergencies requiring staff member to accompany to hospital or provide 1:1 support. • Emergency contact numbers on hand (parents, carers, school, venue and Seafront Office). • Mobile phones (ideally, a selection of network providers to ensure remote coverage) to be charged and available for use. • Staff to be aware of and follow school's emergency procedures. 								
4.	Stranger danger/abduction	Pupils	<ul style="list-style-type: none"> • Brief pupils to avoid approaching and engaging with non-group members, and to inform staff immediately if they feel uncomfortable or at risk. • Staff to remain vigilant to inappropriate behaviour (e.g. taking photos, attempted conversations etc.) or attention from non-group members. • Group to be appropriately supervised at all times. • Dynamically assess situation and be prepared to move group to alternative area/report if necessary. • Avoid local trouble spots e.g. remote underpasses, areas frequented by users of drugs/alcohol. 								
5.	Injury from domestic animals e.g. aggressive dogs	Pupils, staff	<ul style="list-style-type: none"> • Brief pupils to avoid approaching any dogs. • Remove pupils from area if necessary. • Staff to be aware of any pupils with animal phobias, or those inclined to approach dogs etc. 								

6.	Lack of appropriate supervision	Pupils	<ul style="list-style-type: none"> • Regular headcounts, with pupils split into small groups. • Supervision ratios established, taking into account activity, make-up of the group (age, medical conditions, special needs) and distance from help [STATE YOUR SCHOOL'S SUPERVISION RATIO]. • Any 1:1 support to be mirrored on trip. • Safeguarding checks previously carried out on Staff and volunteers in line with LA/DBS guidelines. 								
7.	Adverse weather conditions	Pupils, staff	<ul style="list-style-type: none"> • Assess weather conditions on day of departure, with alternative activity planned and assessed. Even if sunshine isn't forecast, bear in mind the weather may change. Also be aware that wind may mask the effects of the sun. • Appropriate clothing and provision for weather conditions e.g. sun hat, sun cream, drinking water, shade and shelter, waterproof clothing, appropriate footwear etc. 								
8.	Losing child	Pupils, staff	<ul style="list-style-type: none"> • Select an empty or less crowded beach where possible. • Means of calling for assistance e.g. mobiles (area should be checked for signal and mobiles charged). • Pupils briefed on what to do if separated from the group. • Appropriate supervision ratio and structure e.g. small groups with designated supervisors, front and back, and spread evenly throughout. Where an individual pupil has specific support within the school, this should be replicated offsite. • Group members to be readily identifiable e.g. high vis jackets, school uniform, baseball caps. • Emergency contact numbers held for seafront office, emergency services and home contact. 								